

# Battalion Fire Chief

2012



## Current Administration Guide



## TABLE OF CONTENTS

<b>I. INTRODUCTION.....</b>	<b>1</b>
<b>II. DESCRIPTION OF THE EXAMINATION.....</b>	<b>1</b>
A. Test Date .....	1
B. Description of Test Format.....	1
1. Oral Analysis/Presentation Exercise	
2. Structured Oral Interview	
3. Short-Answer Essay Examination	
4. Written Multiple-Choice Examination	
C. Suggested Reading List.....	3

*Candidates who wish to begin preparing for this Battalion Fire Chief Examination may use this Orientation Guide. If changes to the guide are required by the USDOJ, these changes will be added to the website at a later date.*

## **I. INTRODUCTION**

This guide is intended to provide you with specific information regarding the current testing cycle for the Battalion Chief exam, which includes the most recent test announcements for this position. To view information regarding the general test process, please check the Battalion Fire Chief General Orientation Guide by clicking [HERE](#).

Note: The format of the test is subject to the review and approval by the United States Department of Justice. Consequently, it is possible that the test format/design could change prior to the administration of this examination.

## **II. DESCRIPTION OF THE EXAMINATION**

### **A. Test Date**

Approximately two weeks before the test date, candidates will receive a notice in the mail that shows the date, time, location and room to which they should report for their examination. Candidates are to bring the Notification Card, two forms of identification and two pencils to the Examination Center. Pens and highlighters are optional. One of the forms of identification must include a photograph. Candidates will not be permitted to bring this Orientation Guide into the Examination Center. Candidates should map out a route in advance of the examination date and plan to arrive at the Examination Center early because no one will be admitted late.

The Oral Analysis Presentation and the Structured Oral Interview components are tentatively scheduled to be administered in June 2012.

The Short-Answer Essay and the Written Multiple Choice components are tentatively scheduled for October 2012.

### **B. Description of Test Format**

#### **1. Oral Analysis/Presentation Exercise**

- Management/Supervision
- Analysis/Decision Making

#### **2. Structured Oral Interview**

- Management/Supervision
- Analysis/Decision Making

### **3. Short-Answer Essay Examination**

- Ability to evaluate a fire scene
- Ability to plan and direct a fire attack
- Knowledge of fireground, search and rescue, and ventilation procedures

### **4. Written Multiple-Choice Examination**

#### Size-up

- Knowledge of size-up factors

#### Effects of Weather Conditions on Fire Responses

- Knowledge of the effects of weather and intense fire conditions on personnel

#### Construction Relating to Firefighting (including collapse potential)

- Knowledge of occupancy collapse potential and characteristics
- Knowledge of the effects of fire on a structure
- Knowledge of design, construction, and their effect on fire behavior

#### Conditions of Fire Spread

- Knowledge of fire behavior
- Knowledge of fire spread and growth
- Knowledge of fireload (building and contents)
- Ability to plan and direct a fire attack
- Knowledge of fireground, search and rescue, and ventilation procedures

### C. Suggested Reading List

Please note that the Civil Service Commission intends to use the book list on a limited basis to develop test items. More specifically, while the justification for correct responses may be drawn from materials on the reading list, it is not limited to that material. Justification may also be based on the collective Fire Service experience of Subject Matter Experts. When justification is based on experience, care is taken to ensure that correct answers do not conflict with the sources on the reading list.

- 1. The Fire Chief's Handbook, 6<sup>th</sup> Edition (2003)**  
Edited by Robert C. Barr and John M. Eversole;  
Publisher: Fire Engineering Book Department - (918) 835-3161
- 2. Fire Officer's Handbook of Tactics, 3<sup>rd</sup> Edition (2005)**  
by John Norman;  
Publisher: Fire Engineering Book Department - (918) 835-3161
- 3. Safety and Survival on the Fireground (January 1992)**  
by Vincent Dunn;  
Publisher: Fire Engineering Book Department - (918) 835-3161
- 4. Managing Fire and Rescue Services (2002)\***  
Edited by Dennis Compton and John Granito;  
Publisher: International City/Council Management Association – (202)-289-4262
- 5. Hazardous Materials: Managing the Incident, 3rd Edition (2005)**  
by Gregory G. Noll and Michael S. Hildebrand;  
Publisher: International Fire Service Training Assn. - (800) 654-4055
- 6. Building Construction for the Fire Service, 4th Edition (2007)**  
by Francis L. Brannigan and Glenn P. Corbett;  
Publisher: National Fire Protection Association. - (800) 344-3555

*Please note that the Civil Service Commission intends to use the book list on a limited basis to develop test items. More specifically, while the justification for correct responses may be drawn from materials on the reading list, it is not limited to that material. Justification may also be based on the collective Fire Service experience of Subject Matter Experts. When justification is based on experience, care is taken to ensure that correct answers do not conflict with the sources on the reading list. Although, the CSC suggests that candidates review the reading/reference list, preparation for the examination should not be restricted to the above reading/reference list. Since the test items will require open-ended responses, candidates will also have to rely on the application of knowledge and the application of administrative and supervisory principles.*

\*Though the CSC is aware of a new 2012 (third) edition, because item development has already begun, the 2002 (second) edition will continue to be used as part of the reading list for this administration.